

Coming this fall

E-Recruiting will change how you apply for state jobs

You will see some changes over the next few months as the state launches a powerful new web-based job search and application system. This new E-Recruiting system will replace the job postings listed on the Department of Personnel's website and the current online job application.

The new civil service rules and collective bargaining agreements shifted the state's hiring processes to focus on the qualifications needed to be successful in a particular position, rather than a broad job classification. E-Recruiting supports this new direction.

E-Recruiting will benefit you as a job seeker:

- Search on multiple criteria at the same time (such as job type, agency, location, salary and full-time or part-time).
- Place your name in a statewide talent pool. Recruiters searching for individuals with your skills will be able to access your name and invite you to apply for openings that match your qualifications.
- Enter your personal information one time and use this profile whenever you apply for specific positions.
- Submit a cover letter, resume, or other attachments to highlight your qualifications.

Keep checking job postings – To maximize your chances of being considered for job openings that may occur over the next several months, frequently check the Department of Personnel website at www.dop.wa.gov. Pay close attention to closing dates and application instructions.

Many job postings will be closing – To prepare for the transition, the current centralized recruitments will be phased out during September. Agencies may continue to get names off of the centralized registers until November 30, so you'll want to keep your contact information current.

You will need to reapply – Applications in the current online system will not transfer to E-Recruiting, so you will need to reapply in E-Recruiting.

Find out more – Watch for information from your agency about how job openings will be handled during the transition period. Also check the Department of Personnel website for more details and answers to your questions.

